



7500 W. 29th Ave., Wheat Ridge, CO 80033

TEMPORARY BUSINESS LICENSE APPLICATION

All applicable sections must be completed. Tax deposit may be reduced for City sponsored special events and sales by charities only.

Applicant's Name _____

Business Name _____

Business Address _____

Local Address of Stand/Event _____
peddlers (produce or plant stands) or special event participants only

Name of Special Event _____

Business Phone _____ Other Phone: _____

Email Address, REQUIRED _____

Description of Product to be sold _____

Proposed Method of Sale Take orders Sell on site Set appts

Dates of Activity (90 day maximum) From _____ to _____

DOOR TO DOOR SOLICITORS COMPLETE GRAY SECTION:

Vehicle Description: Make _____ Model _____ Year _____

Color _____ License # _____ State _____

Name of all agents under this license, ATTACH CLEAR PHOTO ID IMAGE, use additional page if needed:

Have any agents under this license been convicted of any crime, misdemeanor, or municipal violation?

Yes No

Is any agent under this license presently on parole or probation?

Yes No

If "yes" to either section please specify _____

(if needed continue on back of form)

Official use:

Event Code _____

License # _____

Fees from chart

Tax Deposit

License Fee

Site fee **discontinued**

TOTAL DUE _____

Interview Questions Solicitor of Charitable Donations

_____ % of funds

collected to be directed to

charitable organization.

Name of charity: _____

Zoning (produce/plant stands)

Zoned _____

Approved _____

Date _____

Notes:

I agree to comply with all of the terms, provisions and conditions of the City of Wheat Ridge Tax Code, Nonresident Vendor Code, and Solicitation Code:

Signature: _____ Title _____ Date _____

TEMPORARY BUSINESS LICENSE AND SPECIAL EVENTS

Peddlers, solicitors, and those wishing to sell at special events are subject to varying requirements.

NON-RESIDENT VENDORS

Any business or person not residing in Wheat Ridge who wishes to conduct short term sales by employees or agents in the City must have a peddler's or solicitor's license (Temporary Business and Tax License). The *General Business and Tax License* is required if the vendor will conduct regular and ongoing sales or deliveries in company vehicles or by employees or agents who are physically present for business purposes in the City.

PEDDLERS

Only holiday trees, produce, and bedding plants may be sold at temporary outside locations in the City. Mobile or temporary food vending is also allowed. Sellers must obtain the Temporary Business License, which is valid for no more than 90 days.

- Get the property owner's written permission.
- Get a Land Use Permit from Zoning. Call: (303) 235-2846
- Complete the Temporary Business License Application.
- Submit it to the Tax Office at City Hall with the required fees.

COSTS—TEMPORARY LICENSE FOR PEDDLERS

TOTAL \$120
License fee: \$ 20
Tax deposit: \$100, excess over actual tax is refunded
Site cleanup deposit: This requirement was suspended by Zoning as of March 2014.

SOLICITORS

Anyone who sells or offers to sell services, food and beverage or other goods house to house or street-to-street by walking, pushcart, wagon, motor vehicle or other form of transportation temporarily must obtain the Temporary Business License. This license is valid for no more than 90 days.

- Complete the Temporary Business License Application and Lawful Presence Affidavit.

Sales Tax Division
(303) 235-2820

7500 W. 29th Avenue

Wheat Ridge, CO 80033
WRTax@ci.wheatridge.co.us

- Submit it to the Tax Office at City Hall with the required fees.

COSTS—TEMPORARY LICENSE FOR SOLICITORS

TOTAL \$120
License fee: \$ 20
Tax deposit: \$100, excess over actual tax is refunded

The tax deposit may be waived for non-taxable service sales or charitable sales. Some services are taxable in Wheat Ridge.

SPECIAL EVENTS

Commercial booth operators at events sponsored by the City for one day or less are not peddlers and do not have to pay a license fee or deposit, but must collect sales tax. If the event lasts longer than a single day, there is a \$50 tax deposit which offsets tax due after the event.

Commercial booth operators at events that are both operated by a non-profit and are not City-sponsored, such as church bazaars, school festival nights, and similar also do not pay a license fee or deposit. If all proceeds are donated to the non-profit, sales are tax exempt up to \$25,000 for the event, otherwise tax is due after the event.

City-licensed non-profits conducting their own fundraisers in any way do not need any other kind of license and may sell up to \$25,000 a year exempt from tax (\$5,000 a transaction). The City's exemption license is required as evidence of non-profit status being recognized by the City. While the exempt license is free and lasts for three years it does require documentation. See the Exempt Organizations flyer for more information or contact the Tax Division.

TAXES

Sales tax from peddling or soliciting under a Temporary Business and Tax License is reportable after the completion of sales. Any amount over the deposit is due within twenty (20) days of the end of the month. The City rate is 3.5 percent.

**City of Wheat Ridge
Special Events Fees and Deposits Chart
as of July 1, 2016**

Event Type	For Profit Organization Sales Tax Deposit	Non Profit Sales Tax Deposit	Notes	Tax Exempt Sales for Non-Profits	License Fee
City-sponsored events, single day; example- Ridge 38, Kite Flite	\$0.00	\$0.00	Very small events, small sales, a day or less in duration	Up to \$25,000 (\$5,000 max per transaction)	\$0.00
City-sponsored events, multiple day; example - Carnation Festival	\$50.00	\$0.00	Large events, more than a day duration, non-profit may receive portion of proceeds but does not conduct sales	Up to \$25,000 (\$5,000 max per transaction)	\$0.00
City-sponsored events (Parks, PD, etc)	\$0.00	\$0.00	Parks performances, Night Out	Up to \$25,000 (\$5,000 max per transaction)	\$0.00
Church bazaar, pumpkin, tree sale, craft fair, etc.	\$0.00	\$0.00	Non-profit conducts sales and retains all proceeds	Up to \$25,000 (\$5,000 max per transaction)	\$0.00
Other non-profit fund-raisers	\$0.00	\$0.00	Craft fairs, etc., by non-profit or all proceeds to benefit non-profit	Up to \$25,000 (\$5,000 max per transaction)	\$0.00
Commercial sales events; example - tree stand, chile stand	\$100.00	n/a	Trees, produce, bedding plants outside; photos, jewelry, clothing, etc. inside	Not applicable	\$20.00



CERTIFICATE OF PROPERTY PERMISSION

To be submitted by peddlers other than those at special events organized by the City or property owner

Permission is hereby granted for _____
(temporary business)

To conduct retail sales on the property located at : NW SW NE SE (corner) of:

(location/address/intersection)

Owned By: _____
(land owners name)

This Certificate of Property Permission must be approved by the City of Wheat Ridge Zoning Department.

Certificate Valid from _____ to _____ only for the above location.

No more than one use may be granted for any given time period.

X		
Vendor Signature	Address	Date
X		
Land owner Signature	Address	Date

NOTARY PUBLIC: X _____ **SEAL:**

Sworn before me this _____ day of _____ 20_____.

By applicant _____

Applicant's address _____

My Commission Expires: _____

Approved By:	
Sales Tax Representative _____	Date _____
Zoning Department Representative _____	Date _____

Notes: _____

MOBILE FOOD SALES



To: Potential Mobile Retail Food Vendors

This policy of the Community Development Department applies to pushcarts and food trucks, as defined by the Colorado Department of Public Health and Environment. All other itinerant sales shall conform to the provisions of Section 26-627 of the Wheat Ridge Code of Laws. This policy does not apply to mobile retailers associated with special events, private parties, or farmers' markets; but licensing requirements may still apply.

Pushcarts are retail food establishments that are non-motorized, non-self propelled units designed so foods are served from the exterior of the unit. They are intended to physically report to and operate from a commissary for servicing, restocking, and maintenance.

Mobile Retail Food Establishments ("Food Trucks") are retail food establishments that report to and operate from a commissary and are readily moveable. They are motorized wheeled vehicles, or towed wheeled vehicles designed and equipped to serve food.

Mobile retail food establishments and pushcarts are temporary uses, permitted under the following conditions:

- a. Mobile food sales are only permitted on private property that is commercially or industrially zoned or on property in any zone district with an institutional or semi-public use.
- b. Written approval of the property owner is required to be submitted with a business license application.
- c. Mobile food sales are not permitted in the public right-of-way.
- d. The food sales must be ancillary to an existing primary use. An active construction site is considered a primary use.
- e. Only one food merchant is allowed per principal use.
- f. Sales may include only food and non-alcoholic beverages.
- g. Hours of operation shall be between 7:00 a.m. and 11:00 p.m. for no more than four (4) total hours per day at any one location.
- h. Food trucks and pushcarts shall be parked only on paved surfaces. In the case of an active construction site where a paved surface may be unavailable or unbuilt, a vendor shall be parked on an approved material that minimizes the tracking of dirt into the street and complies with the approved stormwater management plan.
- i. Operation shall not obstruct the visibility of motorists or pedestrians; interfere with the sight distance triangle; impede parking lot circulation; block access to a public street, alley or sidewalk; impede handicap or emergency access; or unreasonably reduce the area required for parking for any other use on the lot.
- j. Site plan approval by the Community Development Department is required.
- k. Signage must be permanently affixed to or painted on pushcarts and food trucks—projecting signs are not permitted. One portable sign per vendor is allowed with a sign permit—up to six (6) square feet per side, A-frame or pedestal style only.
 - l. Permanent structures, accessory furniture (canopies, tables, chairs, etc) and amplified music are not permitted.
 - m. Any lighting must be indirect.
 - n. Operators shall be responsible for the storage and daily disposal of all trash, refuse, and litter. No liquid wastes shall be discharged from the food truck onto the ground (with the exception of clean ice melt).
 - o. A business license is required and all health department regulations must be met.
 - p. Permits shall be prominently displayed to the public in the food handling area during operation.

If at any time a business license, health department certificate, or property owner permission is revoked or suspended, approval from the Community Development Department is revoked or suspended simultaneously.





PRODUCE STANDS

WHAT IS A PRODUCE STAND?

A produce stand is defined by the zoning code as a temporary structure at which agricultural products primarily grown on site, such as raw vegetables, fruits, herbs, flowers, plants, nuts, honey and eggs, are sold. Value-added agricultural products that are made from raw products grown, raised, or produced on-site, such as jams, jellies, oils, vinegars, and cheeses may also be sold at produce stands.

WHERE ARE PRODUCE STANDS ALLOWED?

The zoning code allows produce stands in any zone district in the city. Produce stands must be located on private property and the majority of products sold at the stand must have been grown, raised, or produced on the property where the stand is located. Produce stands located on residential properties must follow the regulations for home occupations – please see more information below under “Produce Stands on Residential Properties.”

WHAT PERMITS OR SUBMITTALS ARE REQUIRED?

Because they are temporary, produce stands do not require a building permit. *All produce stands require a business license.* You may apply for a business license through the City’s Sales Tax Division (303-235-2820).

Please note that under the Colorado Cottage Food Act certain types of foods (such as dairy products, oils, juices, pickles, etc.) may not be sold from produce stands without a license from Jefferson County Public Health. If you have any questions regarding the Colorado Cottage Food Act please contact Jefferson County Public Health (303-271-5700).

PRODUCE STANDS ON NON-RESIDENTIAL PROPERTIES

Produce stands are allowed as a primary or accessory use on any non-residential property. *There is no building permit required for produce stands, but you must obtain a business license through the City’s Sales Tax Division.* All produce stands must meet the following requirements:

1. **Location:** produce stands must be located on private property and not in the public right-of-way.
2. **Products sold:** products sold at produce stands must have been primarily grown, raised, or produced on the same property where the stand is located. Agricultural products such as raw vegetables, fruits, herbs, flowers, plants, nuts, honey and eggs may be sold at produce stands. Value-added agricultural products that are made from raw agricultural products grown, raised, or produced on site – such as jams, jellies, oils, vinegars, and cheeses – may also be sold at produce stands.

3. **Seasonal operations:** produce stands may operate for up to 6 months of the year. When the produce stand is not in use, it must be removed and stored indoors.
4. **Hours of Operation:** in residential zone districts, produce stands are permitted to operate from 7 a.m. to sundown.
5. **Signage:** produce stands on non-residential properties are allowed one non-illuminated sign up to 6 square feet in size and up to 5 feet tall. The sign may only be displayed when the stand is in operation. *A permit is not required for produce stand signs, which are temporary and must be removed when the stand is not in use.*
6. **Parking:** temporary off-street parking is required if there is not adequate on-street parking on adjacent streets.

PRODUCE STANDS ON RESIDENTIAL PROPERTIES

The code allows homeowners to set up produce stands on their private property as a home occupation. *To operate a produce stand as a home occupation, you must apply for a business license through the City's Sales Tax Division.* Produce stands as home occupations must meet the following requirements:

1. **Location:** produce stands must be located on private property and not in the public right-of-way.
2. **Products sold:** products sold at produce stands must have been primarily grown, raised, or produced on the same property where the stand is located. Agricultural products such as raw vegetables, fruits, herbs, flowers, plants, nuts, honey and eggs may be sold at produce stands. Value-added agricultural products that are made from raw agricultural products grown, raised, or produced on site – such as jams, jellies, oils, vinegars, and cheeses – may also be sold at produce stands.
3. **Seasonal operations:** produce stands may operate for up to 6 months of the year. When the produce stand is not in use, it must be removed and stored indoors.
4. **Hours of Operation:** in residential zone districts, produce stands are permitted to operate from 7 a.m. to sundown.
5. **Signage:** produce stands on residential properties are allowed one sign per the home occupation regulations. The sign may be a maximum of 2 square feet. *A sign permit is required for any home occupation sign.*
6. **Home Occupation Requirements:** produce stands located on residential properties must meet the home occupation requirements found in Section 26-613 of the Wheat Ridge Code of Laws. To obtain a copy of these requirements, please contact the Community Development Department at 303-235-2846.

QUESTIONS?

Contact the Community Development Department at 303-235-2846.

COMMON SIGNS

ZONING CODE REGULATIONS

The Zoning Code regulates the size and location of signs throughout the City of Wheat Ridge. This handout summarizes requirements for the most common types of signs in **standard commercial, industrial and mixed use zone districts**. This handout does not address all types of signs; please refer to the table in Section 26-710 of the Municipal Code or contact the Community Development Department.

Temporary Signs

PORTABLE

Permit *Not* Required

- Maximum 6 sqft per side
- A-frame or pedestal only
- 1 per business; must be on premise
- May only be displayed during business hours
- Setbacks apply:
 - 5' setback if taller than 36"
 - 2' setback if ≤ 36" tall
- If on sidewalk, may not interfere with accessibility



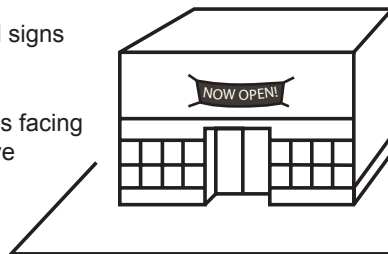
NOTE: THE SIGNS IN THIS HANDOUT ARE NOT PERMITTED IN THE PUBLIC RIGHT-OF-WAY. Where it is difficult to determine the public right-of-way due to lack of curb, gutter, and/or sidewalk, the boundary should be presumed to be 10' from the edge of pavement or back of curb. Where a sidewalk exists, the boundary should be presumed to be 2' from the outside edge of sidewalk. Temporary signs found to be located within the city right-of-way or in violation of sight triangle requirements shall be removed by an enforcement officer with no requirement of notice. (Sec. 26-707)

City of Wheat Ridge Community Development Department
7500 W. 29th Avenue · Wheat Ridge, CO · 80033
303-235-2846 · www.ci.wheatridge.co.us

BANNER

Permit *Not* Required

- Size limits apply:
 - ½ the allowance for wall signs
- 1 per business/activity
- Must be securely anchored
- May be placed only on walls facing a public street or major drive
- Not permitted on fences, landscaping, freestanding poles, or utility poles



Permanent Signs

FREESTANDING

Permit Required

- Size limits apply:
 - Based on building size
- 1 per street frontage, not to exceed 2 per development
- Setbacks apply:
 - 5' setback if under 7' tall
 - 10' setback if 7' - 15' tall
 - 10' setback if adjacent to residential properties



PENNANT & STREAMER

Permit *Not* Required

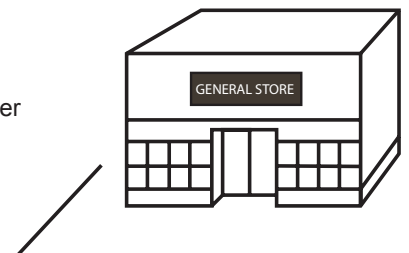
- Time limits apply:
 - Up to 60 days per year
- Must be securely anchored
- Only permitted for sales or special events
- May not interfere with other property, streets, motorists, or pedestrians



WALL SIGN

Permit Required

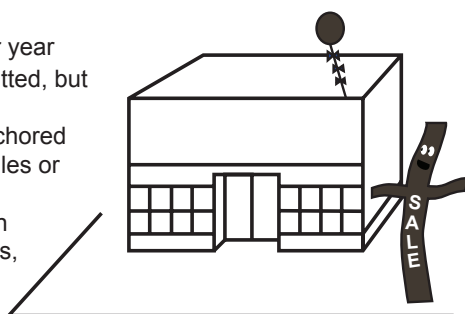
- Size limits apply:
 - No larger than 1 sqft per linear foot of the wall on which it is affixed
- 1 per street frontage or major interior drive



BALLOON & INFLATABLE

Permit *Not* Required

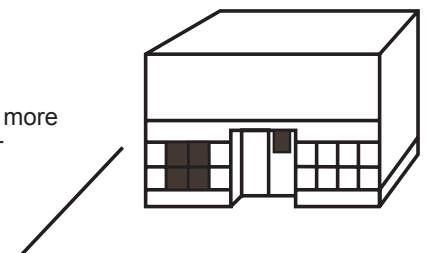
- Time limits apply:
 - Up to 60 days per year
- Roof mounting permitted, but height limits apply
- Must be securely anchored
- Only permitted for sales or special events
- May not interfere with other property, streets, motorists, or pedestrians



WINDOW & DOOR

Permit *Not* Required

- Signs may not obstruct more than 25% of the door or window area



Sec. 11-225. - Definitions.

Nonresident vendor: Any retailer or vendor whose place of business is outside the city.

Peddler: Any person, whether as volunteer, owner, agent, consignee or employee, who engages in a temporary business of selling and delivering goods within the city, and who, in furtherance of such purpose, leases, uses or occupies any tent, temporary structure, stand or outdoor location on private property for the exhibition and sale of such goods. This definition shall include any person who associates temporarily with any local dealer, trader, merchant or auctioneer, or conducts a transient business in connection with, as a part of or in the name of any local dealer, trader, merchant or auctioneer. This definition shall not include any person who holds a general business license from the city and operates in full compliance with the zoning code of the city.

Solicitor: Any person, whether as volunteer, owner, agent, consignee or employee, who travels by foot, wagon, motor vehicle, pushcart or any other method of transportation from house to house or street to street selling or offering to sell services, food, beverages, goods or merchandise.

(Ord. No. 1272, § 2, 12-9-02)

Sec. 11-226. - Nonresident vendor.

- (a) Engaging in business. It shall be unlawful for any nonresident vendor to engage in business in the city without first having obtained a license in accordance with section 11-23. Any nonresident vendor engaged in business in the city shall have the same tax liability and responsibility for reporting and collecting the city tax on sales to city residents as a resident vendor has with respect to sales tax pursuant to this chapter.
- (b) Engaging in peddling or soliciting. It shall be unlawful for any person to engage in the business of a peddler or solicitor within the city limits of Wheat Ridge without first obtaining a license as provided herein.
- (c) Reserved.
- (d) Presentation of license. Any nonresident vendor shall present its license for inspection upon request of the sales tax inspector or other law enforcement officer of the city.
 - (1) If such nonresident vendor is unable to produce a license, or identify the person in whose possession such license could be found, or produces an expired or invalid license, such nonresident vendor shall be directed and ordered to cease his operations immediately and not resume such operations until a valid license is obtained.
 - (2) Any nonresident vendor who fails to comply with such order or directive may be issued a summons and complaint pursuant to section 11-22, or may be subject to the impoundment of his property as specified in paragraph (e) of this section.
- (e) Seizure of property; administrative hearing. In the event that a nonresident vendor fails to comply with an order to obtain a license and continues to engage in business in the city, the city may seize and impound any personal property of the nonresident vendor, or his agent, located in the city and used in any manner in furtherance of or to facilitate the transaction of the vendor's business in the city. The vendor shall be notified of the impoundment and shall have the right to demand an administrative hearing to be held not later than five (5) working days from the date of seizure, unless the vendor requests a later date. The hearing officer at such hearing shall determine only whether or not the nonresident vendor had a valid business license and whether or not the impounded property was used in furtherance of or to facilitate the transaction of business by the nonresident vendor in the city. If no hearing is demanded or if a hearing is held and it is determined that the property was so used, the impounded property shall be held until the vendor has obtained a license. If it is determined at the hearing that the property was not so used, it shall be released forthwith. The determination of the hearing officer shall be appealable to the district court pursuant to Rule 106(a)(4) of the Colorado Rules of Civil Procedure.

- (f) Sale of impounded property upon failure to obtain license. If the vendor fails to apply for a license within ten (10) days from the date of impoundment, the sales tax inspector may estimate the taxes due in accordance with section 22-43 and collect such taxes pursuant to this article from the proceeds of the sale of the impounded property. Such sale shall be conducted under the procedures specified under section 22-46(k).
- (g) Investigation and issuance. Upon receipt of a license application, the sales tax inspector shall refer copies to the city zoning official and when deemed appropriate or in the best interest of the safety of the citizens of Wheat Ridge to the police department.
- (h) Grounds for denial. The treasurer shall deny the issuance of a license for the following reasons:
 - (1) Any misrepresentation, fraud, deception, breach of warranty, or breach of contract in the city or elsewhere by the applicant.
 - (2) Failure by the applicant to comply with this chapter or any other applicable provisions of the City Code.
 - (3) Failure by the applicant, his supervisor or his employer to remit any tax due to the city under this chapter.
 - (4) Upon finding after an investigation by the chief of police, felony convictions of the applicant, his agents or his employees involving crimes against the person or property of another, or for institutionalization for mental illness which caused acts of violence against the person or property of another; provided, however, that such felony convictions or institutionalization occurred within the five (5) years preceding the date of application.
 - (5) For purposes of this paragraph (h):
 - a. Crimes or acts of violence against the person of another shall include homicide, attempted homicide, rape, attempted rape, sexual assault, assault, battery and other similar felonies involving moral turpitude by whatever name; and
 - b. Crimes or acts against the property of another shall include theft, burglary, breaking and entering, larceny, and other similar felonies involving moral turpitude by whatever name.
 - (6) Persons whose applications for licenses have been denied shall be notified in writing of the reason for such denial and, upon written request to the city treasurer, are entitled to an administrative hearing pursuant to paragraph (e) of this section with the treasurer, or another hearing officer as designated by the treasurer, serving as hearing officer. The hearing officer shall determine whether the reasons for license denial in this paragraph (h) in fact exist.
- (i) Land use permit. The city zoning official shall determine whether the applicant must obtain a land use permit, per section 2-60(j) of the Wheat Ridge Code, in order to do business at the proposed location. If a permit is required, the city zoning official shall recommend denial of the license unless the applicant first secures approval or a permit.
- (j) Issuance of permit upon approval of zoning officials. Upon receipt of approval from the city zoning official and police department, if appropriate, the treasurer will issue the license pursuant to paragraph (k) with any condition listed, or notify applicant of denial in writing.
- (k) Issuance upon payment of fee. If the application is approved, upon payment of the prescribed license fee by the applicant, the sales tax inspector shall issue the license. Such license shall contain the signature of the city treasurer and shall show the name, address of said licensee, the kind of license issued, the amount of fee paid, the date of issuance and the length of time the same shall be operative. The sales tax inspector shall keep a permanent record of all licenses issued.
- (l) Issuance of peddler's or solicitor's license. If a land use permit is required by the city zoning official, then a peddler's license shall be issued. If no such permit is necessary, then a solicitor's license shall be issued.
- (m) Property owner's permission required for issuance of peddler's license. A peddler shall not receive a license under this section if he does not have written permission from respective property owners to

set up displays and sell goods on private property. A permission form must be signed and notarized on the form provided by sales tax inspector.

- (n) Compliance with other applicable laws. All licensees under this chapter shall comply with other applicable laws of the City of Wheat Ridge or State of Colorado.
- (o) Zoning. All peddlers conducting activities under this chapter shall conform to the zoning provisions of the Wheat Ridge Code, including the sign code, unless otherwise provided herein.
 - (1) No peddler shall conduct his activities within ten (10) feet of any public property or right-of-way.
 - (2) If customers of the peddler are required to park in order to gain access to the goods or services of the peddler, the peddler shall not do business at a location that lacks sufficient parking or that interferes with the public rights-of-way on sidewalks or streets or that requires customers to park on private property without the consent of the property owner.
 - (3) Peddlers must be located in order to provide safe access by vehicle and pedestrian traffic to the peddler's location without requiring illegal or unsafe turning movements by vehicles or trespassing across private property.
 - (4) Peddlers shall not use a property or location in a way that:
 - a. Impedes access to the entrance of any adjacent building or driveway.
 - b. Is located in such a manner as to interfere with a fire hydrant, fire escape, bus stop, loading zone, or driveway of a fire station, police station, hospital, or handicapped parking space or access ramp.
 - (5) A peddler's land use permit shall designate the specific location for the use and the time period for which the permit is issued. Permits may not be issued for any location for more than ninety (90) days. Permits may not be used at any location other than the location specified in the permit.
- (p) Hours of operation. Licensees shall be allowed to engage in their businesses between the hours of 7:00 a.m. and 10:00 p.m., unless otherwise stated in the conditions on their license.
- (q) Site cleanup deposit required. Before any peddler's license or permit shall be issued to an applicant selling from a site location within the city, the applicant must post a one hundred dollar (\$100.00) (cash) site cleanup deposit. The deposit will be refunded when the site has been approved as properly restored to a reasonable condition, on a form provided by the city, signed by the code enforcement or city zoning official.
- (r) Removal of trash. All trash or debris accumulation caused by a licensee's activities shall be collected and deposited in a proper trash container. Any accumulation of trash or debris that causes the city to incur expense in removing the accumulation shall be cause for the city to proceed against the site cleanup deposit.
- (s) Compliance with traffic and parking laws. All soliciting, peddling activities, whether conducted on foot or from a vehicle, shall be conducted in strict accordance with all traffic and parking laws.
- (t) License and required fees for solicitors and peddlers. All fees for solicitors and peddlers must be paid with cash, certified check or money order as follows:
 - (1) One hundred dollar (\$100.00) deposit to be applied against sales tax collections; applicant must bring in sales receipts within ten (10) days after sales to claim any refund on overpayment of sales tax deposit. Failure to provide proof of sales receipts will mean forfeiture of deposit. Sales tax collections over one hundred dollars (\$100.00) must be remitted within twenty (20) days of sales.
 - (2) The application fee as set forth in section 11-29.
 - (3) The general business license fee as set forth in section 11-29.
 - (4) The site clean up deposit set forth in subsection (q) of this section. Such fee shall be refundable upon issuance of a certificate of site clean up by code enforcement or city zoning officials.

- (u) Licenses to be displayed. The city treasurer shall issue the license. Each license shall bear the words "Peddler" or "Solicitor," and the period for which the license is issued.
- (v) Reserved.
- (w) Duty of enforcement personnel. It shall be the duty of any police officer, tax division personnel or code enforcement officer of the city to require any person required to have a license, as provided in this chapter, to produce his license and to enforce the provisions of this chapter against any person found to be violating the same.
- (x) Treasurer shall maintain records. The chief of police shall report to the tax division all violations of this chapter and all violations of this Code by licensees. The tax division shall maintain a record for each license issued and record such reports therein.

(Ord. No. 1988-781, § 1(21-25), 12-12-88; Ord. No. 1991-869, § 3, 9-1-91; Ord. No. 1991-885, § 1, 12-23-91; Ord. No. 1272, § 3, 12-9-02; Ord. No. 1476, § 3, 3-14-11; Ord. No. 1507, § 5, 2-27-12)